

UNIVERSAL PLOT PLAN

Basic Plot Plan Requirements

All building permit applications require a plot plan. This form is available upon request by contacting the Island County Building Department at (360)679-7339 or by email. Typically plot plans are drawn on 11" x 17" graph paper (8 ½" X 11" may be used if it is to scale and legible). As you draw your plot plan, please use the following Applicant Checklist to ensure all required information is shown.

_____ Drawn to a standard engineering scale not to exceed 1" = 60'. Indicate the engineering scale and provide a bar scale.

_____ Indicate North Arrow directional.

_____ Boundaries, dimensions, and area of lot (square feet or acreage).

_____ Land features: Show top and toe of all slopes, direction of slope, percentage of slope or slope angle, seasonal drainage ways and soggy areas, ditches, ravines, lakes, ordinary high water mark of shoreline, etc.

_____ Critical Areas: Show streams, wetlands, protected species habitat, geological hazard areas, and archaeological sites and their buffers on or within 100 feet of the site. (Note: If a feature is shown on the Island County Critical Areas Map, it must be shown on the plot plan; describe any observed discrepancies with the county map).

_____ Location, size, and purpose of all existing buildings (temporary or permanent) and proposed buildings. Label each as existing or proposed.

_____ Location, dimensions and volume of all existing/proposed propane tanks, fuel tanks, etc. Label each as existing or proposed.

_____ Location, dimensions of all decks, roof overhangs, porches, cantilevers, bay windows, retaining walls, patios and chimneys.

_____ Distances from building to property lines and other buildings.

_____ Location and width of existing and proposed driveways/accesses serving each structure and any parking areas. Access permit numbers, if assigned.

_____ Width and name of road(s) bordering the property.

_____ Indicate any and all easements (access, utility, drainage, etc.) on the property including their width. Label them with intended use and the Auditor File No.

_____ Indicate location of septic tank, drain field, reserve area and tight line between house and septic tank. Show distance between drain field and reserve area to property lines. Indicate if hooked up to sewer.

_____ Drainage: Location and description of all existing and proposed drainage features and systems, including natural drainage ways, culverts and ditches. Show the direction of water flow.

_____ Grading Plans: Show existing and proposed finished grade contours for any cut or fill 2 feet or greater in height in plan view and cross sections. Indicate quantities of fill or excavation in cubic yards. For any material exported from the site, state quantity and where materials will be disposed. For any materials imported to the site, indicate quantity, source and type of materials.

_____ Existing and proposed vegetation: Please be specific about the type, e.g. grasses, shrubs, types of trees, etc.

_____ Clearing Limits: Show all areas where trees and brush currently exist and will be cut or removed.

_____ Erosion and sedimentation control plans: Show all areas where soil will be exposed along with measures to limit erosion and transport of silt and sediment.

_____ Indicate location of water lines, well, and pollution control radius. Note; A pollution control radius around an off-site well may impact your project if it overlaps onto your parcel.

_____ Road distances to nearest fire hydrant, if applicant has right to use fire hydrant.

_____ Separate Existing Conditions map for large or complex projects. Show topography with contours at intervals no greater than 5' and all natural features.